



CANNON BUILDING
861 SILVER LAKE BLVD., SUITE 203
DOVER, DELAWARE 19904-2467

STATE OF DELAWARE
COUNCIL ON REAL ESTATE APPRAISERS

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PUBLIC MEETING MINUTES:	COUNCIL ON REAL ESTATE APPRAISERS
MEETING DATE AND TIME:	Tuesday, October 20, 2015 at 1:00 p.m.
PLACE:	861 Silver Lake Boulevard, Dover, Delaware Conference Room A , 2nd floor of the Cannon Building
MINUTES APPROVED:	November 17, 2015

Members Present

Lynn Baker, Professional Member, Chair
Douglas Nickel, Professional Member, Vice Chair
Ronald Mandato, Professional Member
Georgianna Trietley, Professional Member
Patricia Ennis, Public Member

Division Staff/Deputy Attorney General

Kevin Maloney, Deputy Attorney General
Flora Peer, Administrative Specialist II
Sheryl Paquette, Administrative Specialist III

Members Absent

Frank Long, Public Member
Denise Stokes, Public Member
Kevin Gillis, Banking Member

Public Present

Call to Order

Mr. Baker called the meeting to order at 1:02 p.m.

Disciplinary Hearing: Alvin Daviston 19-04-14

The hearing was continued at the request of the prosecutor.

Review and Approval of Minutes

September 15, 2015

The Council reviewed the minutes from the September 15, 2015. Ms. Trietley made a motion, seconded by Mr. Mandato, to approve the minutes as submitted. By unanimous vote, the motion carried.

Unfinished Business

Status of Complaints:

Continued Review of AQB Continuing Education Requirements and Council Rule 2.5.8

Mr. Maloney stated that he had completed the changes and requested that the matter be tabled until the November meeting for Council review. The matter was tabled for the November Board meeting, Ms. Peer will send out the changes for the Council to review.

Final Order for Lillias Brady 19-09-12 & 19-07-13

The Council reviewed and approved Ms. Brady's final order. Mr. Baker signed the final order.

Final Order for David May 19-06-15

Mr. Maloney stated that Mr. Baker reviewed and allowed Ms. Peer to attach his electronic signature.

New Business

New Complaints

None

Ratification of Issued Licenses

Mr. Nickel made a motion, seconded by Mr. Mandato, to approve the ratification of the issued licenses listed below. By unanimous vote, the motion carried.

Johnson, Walton A., III	Appraiser Trainee
Knauss, William	Appraiser Trainee
Mastrangelo, Salvatore	Appraiser Trainee
Black, James Robert, III	Temporary Practice Permit
Nell, Bruce E.	Temporary Practice Permit
Beaver-McGarr, Patricia L.	Temporary Practice Permit
Maniscalco, Vincent S.	Temporary Practice Permit
Aaron, Martin	Temporary Practice Permit
Tonneson, Scott	Temporary Practice Permit
Miller, Sarah	Temporary Practice Permit
Shields, Thomas	Temporary Practice Permit
Sarah Miller	Temporary Practice Permit*
Denman, George	Temporary Practice Permit*
Lenders Allies, LLC	Appraisal Management Company
Market Valuation Services, LLC	Appraisal Management Company
eValuation Zone, Inc	Appraisal Management Company

Review of Applications for Temporary Practice Permit

Richard W. Latella

Mr. Baker reviewed Mr. Latella's application for the Council. Mr. Baker stated that Mr. Latella's application was in order. Mr. Mandato made a motion, seconded by Mr. Nickel, to approve Richard Latella for temporary licensure. By unanimous vote, the motion carried.

Daniel Bizzoco

Mr. Baker reviewed Mr. Bizzoco's application for the Board. Mr. Nickel made a motion, seconded by Mr. Mandato, to approve Daniel Bizzoco for temporary licensure. By unanimous vote, the motion carried.

Review of Application for Examination – None

Experience Log Assignment for Report Selection and Review

Dan E. Mason Jr

The experience log of Dan Mason Jr. was assigned for report selection in order to determine USPAP compliance.

Review of Report Selection (Work Product) – None

Petition to Lift Probationary Status – None

Continuing Education Activities for Approval

Mr. Nickel made a motion, seconded by Ms. Trietley, to approve the attached continuing education. By unanimous vote, the motion carried.

Correspondence

Request for Continuing Education Waiver

Mr. Baker stated that there is no provision in the statute for council to waive CE requirements.

Other Business before the Council (for discussion only)

If an applicant was not USPAP compliant then the reviewer prepared a document listing how they are not USPAP compliant in the form of A B and C checklist. The AQB requested a record of the determination of why an applicant wasn't USPAP compliant. The Council discussed the reports for applicants on USPAP requirements. Mr. Maloney stated that he could present the AQB with a checklist to see if it is satisfactory.

Public Comment

None

Next Meeting

The next meeting is scheduled for November 17, 2015 at 9:30 a.m. in Conference Room A second floor, Cannon Building, 861 Silver Lake Boulevard, Dover, Delaware.

Adjournment

Mr. Nickel made a motion, seconded by Mr. Mandato, to adjourn the meeting. There being no further business before the Council, the meeting adjourned at 1:50p.m. The motion carried unanimously.

Respectfully submitted,



Flora Peer
Administrative Specialist II
Board Liaison

The notes of this meeting are not intended to be a verbatim record of the topics that were presented or discussed. They are for the use of the Council members and the public in supplementing their personal notes and recall for presentations

Course Provider/Licensee	Course Title	Hours	Online/Classroom
McKissock			
	Adjustments: Supported or Not Supported?	7 CE	Classroom
	Analyze This! Applications of Appraisal Analysis	4 CE	Classroom
	Delaware Appraisal Laws & Regulations	3 CE	Classroom
	Expert Witness Testimony: To Do or Not to Do	7 CE	Classroom
	Land and Site Valuation	5 CE	Classroom
	Marcellus Shale and Appraisers	3 CE	Classroom
	National USPAP Update (2014-2015)	7 CE	Classroom
	National USPAP Update Equivalent (2014-2015)	7 CE	Classroom
	Reviewer's Checklist	7 CE	Classroom
	Secondary Market Appraisal Guidelines	7 CE	Classroom
	Strange but True: Appraising Complex Residential Properties	7 CE	Classroom
	The Green Guide to Appraising	7 CE	Classroom
	The NEW FHA Handbook 4000.1	7 CE	Classroom
	UAD -Up Close and Personal	3 CE	Classroom
	Valuing Vacant Land and Sites	4 CE	Classroom
	Work File: Your Best Defense Against an Offense	5 CE	Classroom
	2014-2015 7-hour National USPAP Update Course	7 CE	Online
	Appraisal of Assisted Living Facilities	8 CE	Online
	Appraisal of Fast Food Facilities	7 CE	Online
	Appraisal of Industrial Incubators	7 CE	Online
	Appraisal of Land Subject to Ground Leases	7 CE	Online
	Appraisal of Owner-Occupied Commercial Properties	7 CE	Online
	Appraisal of Self-Storage Facilities	7 CE	Online
	Appraisal Review for Commercial Appraisers	7 CE	Online
	Appraising Manufactured Homes	7 CE	Online
	The Cost Approach	7 CE	Online
	Delaware Laws and Regulations for Appraisers	3 CE	Online
	Environmental Issues for Appraisers	5 CE	Online
	Essential Elements of Disclosures and Disclaimers	5 CE	Online
	Even Odder - More Oddball Appraisals (with Audio and Video)	7 CE	Online
	Expert Witness for Commercial Appraisers	12 CE	Online
	Fundamental Concepts of Analysis	7 CE	Online
	Heating, Ventilation and Air Conditioning Systems in Green	4 CE	Online
	Introduction to Legal Descriptions	2 CE	Online
	Introduction to the Uniform Appraisal Dataset	2 CE	Online
	Land and Site Valuation	7 CE	Online
	Live Webinar: A Review of Disciplinary Cases	3 CE	Online
	Live Webinar: Analyze This! Applications of Appraisal Analysis	4 CE	Online
	LW: Delaware Appraisal Laws and Regulations	3 CE	Online
	Live Webinar: Reviewer's Checklist	4 CE	Online
McKissock	Live Webinar: UAD - Up Close and Personal	3 CE	Online
	Managing Appraiser Liability	6 CE	Online

	Modern Green Building Concepts	6 CE	Online
	Mold, Pollution and the Appraiser	2 CE	Online
	Mortgage Fraud-Protect Yourself	7 CE	Online
	Nuts & Bolts of Green Building for APP (Audio/Video)	3 CE	Online
	Relocation Appraisal and the ERC Form	6 CE	Online
	REO and Foreclosures	5 CE	Online
	Residential Appraisal Review	7 CE	Online
	Residential Report Writing: More Than Forms	7 CE	Online
	The Dirty Dozen	3 CE	Online
	The NEW FHA Handbook 4000.1	7 CE	Online
	The Sales Comparison Approach	7 CE	Online
	The Thermal Shell	3 CE	Online
	Understanding Residential Construction	7 CE	Online
	2014-2015 15-Hour National USPAP	15 QE	Online
	Advanced Residential Applications and Case Studies	15 QE	Online
	Appraisal Subject Matter Electives	20 QE	Online
	Basic Appraisal Principles	30 QE	Online
	Basic Appraisal Procedures	30 QE	Online
	Commercial Appraisal Review - Subject Matter Elective	15 QE	Online
	Expert Witness for Commercial Appraisers - SME	15 QE	Online
	General Appraiser Income Approach	60 QE	Online
	General Appraiser Market Analysis Highest and Best Use	30 QE	Online
	General Appraiser Sales Comparison Approach	30 QE	Online
	General Appraiser Site Valuation and Cost Approach	30 QE	Online
	General Report Writing & Case Studies	30 QE	Online
	Residential Market Analysis and Highest & Best Use	15 QE	Online
	Residential Report Writing and Case Studies	15 QE	Online
	Residential Sales Comparison and Income Approaches	30 QE	Online
	Residential Appraiser Site Valuation and Cost Approach	15 QE	Online
	Statistics, Modeling and Finance	15 QE	Online
	Advanced Hotel Appraising - Full Service Hotels	7 CE	Online
	Live Webinar: The New FHA Handbook 4000.1	5 CE	Online
	Avoiding Mortgage Fraud for Appraisers	7 CE	Online
	Live Webinar: Expert Witness Testimony: To Do or Not to Do	4 CE	Online
	Live Webinar: Work File: Your Best Defense Against an Offense	5 CE	Online
	Live Webinar: Fannie Mae Appraisal Guidelines	4 CE	Online
	2016-2017 7-Hour National USPAP Update Course	7 CE	Online
	National USPAP Update (2016-2017)*	7 CE	Classroom
Appraisal Institute	15-Hour National USPAP Course	15 QE/14 CE	Classroom
	7-Hour National USPAP Update Course	7 CE	Classroom
	Advanced Concepts & Case Studies	38 QE/35 CE	Classroom
	Advanced Income Capitalization	33 QE/30 CE	Classroom

	Advanced Income Capitalization - Synchronous	35 QE/32 CE	Online
	Advanced Market Analysis and Highest & Best Use	35 QE/32 CE	Classroom
	Advanced Market Analysis and Highest & Best Use - Synchronous	35 QE/32 CE	Online
	Advanced Residential Applications & Case Studies Pt. 1	15 QE/14 CE	Classroom
	Advanced Residential Report Writing, Pt. 2	30 QE/28CE	Classroom
	Advanced Spreadsheet Modeling for Valuation Applications	15 QE/14 CE	Classroom
	Applications & Interpretation of Simple Linear Regression	15 QE/ 14 CE	Classroom
	Basic Appraisal Principles	30 QE/28CE	Classroom
	Basic Appraisal Procedures	30 QE/28CE	Classroom
	Business Practices & Ethics	4 CE	Classroom
	Case Studies in Appraising Green Commercial Buildings	15 QE/14 CE	Classroom
	Case Studies in Appraising Green Residential Buildings	8 QE/7 CE	Classroom
	Condemnation Appraising: Principles and Applications	22 QE/21 CE	Classroom
	Contract or Effective Rent: Finding the Real Rent	4 CE	Classroom
	FHA Appraising for Valuation Professionals	7 CE	Classroom
	Fundamentals of Separating Real Property, Personal Property, & Intangible Business Assets	15 QE/14 CE	Classroom
	General Appraiser Approach Pt. 1	30 QE/27 CE	Classroom
	General Appraiser Approach Pt. 2	30 QE/27 CE	Classroom
	General Appraiser Market Analysis Highest and Best Use	30 QE/28CE	Classroom
	General Appraiser Report Writing & Case Studies	30 QE/28CE	Classroom
	General Appraiser Sales Comparison Approach	30 QE/27 CE	Classroom
	General Appraiser Site Valuation & Cost Approach	30 QE/28CE	Classroom
	International Financial Reporting Standards for the Real Property Appraiser	15 QE/13 CE	Classroom
	International Valuation Standards Overview	8 QE/7 CE	Classroom
	Introduction to Green Buildings: Principles & Concepts	8 QE/7 CE	Classroom
	Litigation Appraising: Specialized Topics & Applications	16 QE/15 CE	Classroom
	Litigation Assignments for Residential Appraisers	4 CE	Classroom
	Online 15-Hour National USPAP Equivalent Course	15 QE/14 CE	Online
	Online 7-Hour National USPAP Equivalent Course	7 CE	Online
	Online Analyzing Operating Expenses	7 CE	Online
	Online Appraising Convenience Stores	7 CE	Online
	Online Basic Appraisal Principles	30 QE/28 CE	Online
	Online Basic Appraisal Procedures	30 CE/28 CE	Online
	Online Business Practices & Ethics	5 CE	Online

	Online Case Studies in Appraising Green Residential Buildings	8 QE/7 CE	Online
	Online Comparative Analysis	7 CE	Online
	Online Cool Tools: New Technology for Real Estate Appraisers	7 CE	Online
Appraisal Institute	Online Data Verification Methods	5 CE	Online
	Online FHA and the Appraisal Process	7 CE	Online
	Online Forecasting Revenue	7 CE	Online
	Online General Appraiser Income Approach Pt. 1	30 QE/27 CE	Online
	Online General Appraiser Income Approach Pt. 2	30 QE/27 CE	Online
	Online General Appraiser Market Analysis and Highest & Best Use	30 QE/28 CE	Online
	Online General Appraiser Report Writing & Case Studies	30 QE/28 CE	Online
	Online General Appraiser Sales Comparison Approach	30 QE/27 CE	Online
	Online General Appraiser Site Valuation & Cost Approach	30 QE/28 CE	Online
	Online Introduction to Green Buildings: Principles & Concepts	8 QE/7 CE	Online
	Online Rates & Ratios: Making Sense of GIMs, OARs, & DCF	7 CE	Online
	Online Real Estate Finance, Statistics, & Valuation Modeling	15 QE/14 CE	Online
	Online Residential Market Analysis and Highest & Best Use	15 QE/14 CE	Online
	Online Residential Report Writing & Case Studies	15 QE/14 CE	Online
	Online Residential Sales Comparison & Income Approaches	30 QE/28 CE	Online
	Online Residential Site Valuation and Cost Approach	15 QE/14CE	Online
	Online Reviewing Residential Appraisals & Using Fannie Mae Form 2000	7 CE	Online
	Online Small Hotel Motel Valuation	7 CE	Online
	Online Subdivision Valuation	7 CE	Online
	Online The Discounted Cash Flow Model: Concepts, Issues, & Applications	5 CE	Online
	Online Using Your HP12C Financial Calculator	7 CE	Online
	Quantitative Analysis	35 QE/32 CE	Classroom
	Quantitative Analysis - Synchronous	35 QE/32 CE	Online
	Real Estate Finance, Statistics, & Valuation Modeling	15 QE/14 CE	Classroom
	Residential & Commercial Valuation of Solar	15 QE/14 CE	Classroom
	Residential Applications - Using Technology to Measure& Support Assignment Results	7 CE	Classroom
	Residential Applications Pt. 2	7 CE	Classroom
	Residential Market Analysis and Highest & Best Use	15 QE/14 CE	Classroom
	Residential Report Writing & Case Studies	15 QE/14 CE	Classroom
	Residential Sales Comparison and Income Approaches	30 QE/28CE	Classroom

	Residential Site Valuation and Cost Approach	15 QE/14 CE	Classroom
	Review Case Studies - General	32 QE/30 CE	Classroom
	Review Theory - General	33 QE/30 CE	Classroom
	Review Theory - Residential	17 QE/15 CE	Classroom
	Supervisory Appraisal / Trainee Appraiser Course	4 CE	Classroom
	The Appraiser as an Expert Witness: Preparation & Testimony	16 QE/15 CE	Classroom
	Two-Day Advanced Income Capitalization Part A	15 QE/14 CE	Classroom
	Two-Day Advanced Income Capitalization Part B	15 QE/14 CE	Classroom
	Unraveling the Mystery of Fannie Mae Appraisal Guidelines - Synchronous	4 CE	Online
	Using Spreadsheet Programs in Real Estate Appraisals - Synchronous	7 CE	Online
	Valuation in Challenging Markets	30 QE/28CE	Classroom
Appraisal Institute	Valuation of Conservation Easements	33 QE/30 CE	Classroom
	Advanced Concepts & Studies – Synchronous*	40 QE/37 CE	Online
	2016-2017 15 hour USPAP Course*	15 QE/14 CE	Classroom
	2016-2017 7 Hour USPAP Update Course*	7 CE	Classroom
American Society of Farm Managers and Rural Appraisers			
	Basic Appraisal Principles (A-101)	30 QE/28 CE	Classroom
	Basic Appraisal Principles (A-102)	30 QE/28 CE	Classroom
	General Market Analysis and Highest & Best Use (A290)	30 QE/28 CE	Classroom
	Cost Approach for General Appraisers Online	30 QE/27 CE	Online
	Rural Sale Analysis and Confirmation	8 CE	Classroom
	Eminent Domain (A250)	22 QE/20 CE	Classroom
	Cost Approach for General Appraisers (A301)	30 QE/27 CE	Classroom
	Sales Approach for General Appraisers (A302)	30 QE/27 CE	Classroom
	Income Approach for General Appraisers, Pt. 1 (A303)	30 QE/27 CE	Classroom
	Integrated Approach to Value (A304)	30 QE/27 CE	Classroom
	Advanced Rural Case Studies (A400)	36 CE	Classroom
	Advanced Exam Preparation Course	20 CE	Classroom
	Foundations Appraisal Review (A600)	40 QE/36 CE	Classroom
	Valuation of Conservation Easements and Other Partial Interests in	22 CE	Classroom

	Real Estate		
	Requirements of UASFLA - The 'Yellow Book'	22 CE	Classroom
	7 Hour National USPAP Course (A114)*	7 CE	Classroom
Career WebSchool			
	2014-2015 7 hr USPAP	7 CE	Online
	2014-2015 15 hr USPAP	15 QE	Online
	Residential Appraiser Site Valuation & Cost Approach	15 QE/14 CE	Online
	Residential Report Writing & Case Studies	15 QE/14 CE	Online
	Residential Market Analysis & Highest and Best Use	15 QE/14 CE	Online
	Sales Comparison Approach	7 CE	Online
	Income Capitalization Overview	7 CE	Online
	Cost Approach Overview	7 CE	Online
	Appraisal Math and Statistics	7 CE	Online
	Basic Appraisal Procedures	30 QE	Online
	Basic Appraisal Principles	30 QE	Online
	Residential Sales Comparison & Income Approach	30 QE	Online
	A URAR Form Review	7 CE	Online
Dynasty School			
	Real Estate Appraisal - Principles and Procedures	60 QE	Online
	Green in Residences and Appraisals	7 CE	Online
	Supervisor and Trainee Appraiser Course	4 CE	Online
	FHA and VA Today	7 CE	Online
	General Appraiser Site Valuation and Cost Approach	30 QE/28 CE	Online
	General Appraiser Market Analysis and Highest and Best Use	15 QE/14 CE	Online
	Elective: Real Estate Finance	30 QE/28 CE	Online
Dynasty School	Advanced Residential Application and Case Studies	15 QE/14 CE	Online
	Statistics, Modeling and Finance	15 QE/14 CE	Online
	Residential Market Analysis and Highest and Best Use	15 QE/14 CE	Online
	General Appraiser Report Writing and Case Studies	15 QE/14 CE	Online
Calypso Continuing Education			
	Mold, A Growing Concern	3CE	Online
	A Brief Stroll through America's Architecture for Appraisers	7 CE	Online
	Victorian Era Architecture for Real Estate Professionals	3 CE	Online
	Environmental Hazards Impact On Value	7 CE	Online
	FHA Site Inspection for Appraiser	7 CE	Online

Allied Business Schools, Inc.			
	Residential Appraiser Site Valuation and Cost Approach	15 QE/13CE	Online
	Residential Sales Comparison and Income Approaches	30QE/28 CE	Online
Marshall & Swift			
	Commercial Cost Approach Certification	15 QE/14CE	
A La Mode Technologies, Inc.			
	Developing Complaint Reports Using TOTAL	7 CE	Classroom
	Controlling Your Data with TOTAL	3 CE	Classroom
	Accurate Sketching Made Easy	3 CE	Classroom
	Mobile Appraiser Workflow	7 CE	Classroom
David Rey Salinas			
	47th Annual Litigation Seminar*	7 CE	Classroom